PROCUREMENT REPORTING

- DD Form 350

- DD Form 1057

NIMA Conference June 2002

Data Collection Point for Army and Other Defense Agencies

Department of the Army

ATTN: SAAL-PA

5109 Leesburg Pike, Suite 302

Falls Church, Virginia 22041-3201

TEL: (703) 681-9781, 681-9782, 681-9783

DSN: 761-9781, 761-9782, 761-9783

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DavidsoB@SAALT.ARMY.MIL

DD Form 1057

- *** Eliminate DD1057 *** (report on DD350)
- $25,000 or less
  - Exclude IMPAC Card Buys up to $2,500.00
  - Exclude SB Competitiveness Program (DD350)
  - Exclude Very Small Business Program (DD350)
  - Include IMPAC Card Orders ($2,500.01 - $25,000.00)
- Monthly Summary of Actions Obligating/Deobligating Money
  - Submit a Zero Actions/Dollars Report.
- Due 1 Day after Month End
- Requirement - DFARS 204.670-2

DD Form 350

- *Used for ALL Contract Actions in lieu of DD1057*
  - *Not a requirement. Elimination of 1057 is optional.*
- *DD350 Actions are those not on DD1057*
  - *include the non-DOD requirement of a contracting action regardless of dollar amount*
  - *include Verbal Orders using IMPAC Card as Payment*
- *Contract Action Obligating/Deobligating Money*
- *New Report Number for Each Contract Action*
- *Complete Report Within 1 Day of Signing*
- *Requirements - DFARS 204.670-2*

FY 2002 Changes / NEW Fields

- B1D Bundled Contract Exception
  - Mission Critical; A-76; Other
- B1E Performance Based Service (formerly B1D)
- B5C Reserved (CAGE code not supplied)
- B7 Type Obligation (3 – No Dollars Obligated)
- B11 Total Estimated Contract Value
  - On initial award of ALL Indefinite Delivery Contracts (IDC) regardless of any funds obligated/deobligated. Works with B7, B13F and B13G.

FY 2002 Changes / NEW Fields

- **B12F EPA-Designated Products**
  - **Purchase products with recycled material content**
- **B12G Recovered Material Clauses**
- **B13A Kind of Contract Action**
  - **New Code 7 for BPA Order under a Federal Schedule**
- **B13E Multiple Award Contract Fair Opportunity**
  - **How Well are Orders Distributed Among the Awardees of a Multiple Award Contract**

FY 2002 Changes / NEW Fields

- **B13F Indefinite Delivery Contract (IDC) Use**
  - *Initial award of ALL IDCs regardless of obligation of funds at time of initial award.*
- **B13G IDC Ordering Period End Date**
  - *Last Day for orders on the IDC. (B7, B11, & B13F)*
- **B15 Information, Technology Products or Service**
  - *All IT buys*
- **B16 Clinger-Cohen Act Planning Compliance**

FY 2002 Changes / NEW Fields

- **E4 Requesting Activity Code**
  - **ALL DOD Awards. Who is the Requiring Activity?**
  - **Predominance by Dollar Value Applies to Multiple Requiring Activities**
- **E5 Number of Actions (formerly E8)**

FY 2003 Changes / NEW Fields

- One Field Value Change, One New Field
- New Value for C2 – Reason Not Synopsized
  - Code C – FAR 5.202(b). Enter code C if the action was not synopsized because the acquisition was subject to the SBA/OFPP Pilot Program that allows for the waiver of the synopsis requirement in FAR 5.2 when agencies acquire services valued between $25,000 and $100,000 from small businesses under set-asides. If the acquisition is subject to the Small Business Competitiveness Demonstration Program, Code C can not be used.

FY 2003 Changes / NEW Fields

- **E6 - Government Purchase Card Used**
  - **Line E6, Payment by Government-Wide Purchase Card (GPC). If payment is to be made by use of the GPC, enter Y on Line E6; otherwise leave blank.**

MESSAGE FROM MR. ELGART, ACTING DEPUTY ASSISTANT SECRETARY OF THE ARMY (PROCUREMENT)

Email dated March 07, 2001

"PARCs must provide immediate and vigorous oversight to assure that all DD350 data is accurate and coding is 100% correct."

"The code for miscellaneous (FSCs)should <u>rarely</u> be used."

DD350 edits ONLY check logic and valid codes.

ACCURACY OF DATA

- *Accuracy Starts with YOU!*
- *Fields without relationship edits ARE CRITICAL*
  - *Certified Cost Data; Multiyear; Perf-Based Serv Cont.*
- *Don't Change DD350 Just to Pass the Edits*
- *Recognize the Interrelationship Between Fields*
- *Use the Resources Available*
  - *CCR, NIST(FIPS), GSA FSS E-Library, Web Pages Provided by OSD and ARMY*
- *Analysis of the Data Does Occur*
- *Analysis Can't be Good without Accurate Data*

FY 2002 EDIT ISSUES

- **Read DFARS 204.670 FIRST!**
  - **Why Report DD350 and When Report is Required**
  - **When a Contract Action Does not Require a Report**
- **Read DFARS 253.204-70 SECOND**
  - **Meaning of Every Value for Every Field When Reporting is Required.(DFARS 204.670)**
- **B7 Zero Dollars Obligated**
  - **DO NOT Report Every Administrative Modification**
  - **Related to B11 Estimated Contract Value for IDCs**

FY 2002 EDIT ISSUES

- ***B11 Estimated Contract Value***
  - ***On Initial Award of MULTI-YEAR Contracts***
  - ***On Initial Award of your 2002 IDCs ('D' contract)***
  - ***NEVER Reported Again, NEVER Changed***
  - ***Estimated Contract Value IS NOT for every DD350***
- ***MULTI-YEAR Contracts ARE NOT Contracts with Options***
  - ***Congress Must Approve Monies for All Years Prior to Initial Award (FAR 17.103)***

FY 2002 EDIT ISSUES

- DUNS IS REQUIRED FOR EVERY DD350
- DUNS Is Awaiting D&B Validation Error
  - DUNS is Unknown to the DOD Edit System
  - Monthly CCR feed will 'fix' error if CCR Registered
  - DUNS for OCONUS Vendors is MAJOR Problem
  - Only Validation Info from D&B Speeds Helps
- Check GSA Federal Schedule Contract Numbers
  - PRIOR to Award, Not After DD350 Edit Error
  - Contractors Can Give Erroneous Information
  - GSA Schedules E-Library is the Authority

FY 2002 EDIT ISSUES

- *GSA Federal Schedule Expired*
  - *GSA Supplies Info Monthly*
  - *Rarely GSA FS are Extended in 30 Days Intervals*
  - *Order Closeout Can Cause Error - Contact SAAL-PA*
- *SAAL-PA Web Pages Updated Daily at 12:00AM*
  - *'LAST UPDATED' is on Each Web Page*
  - *Only Same Date Web Pages Can Be Compared*
  - *Report Web Pages Are Updated On the Weekend*

DFARS

- **DFARS Official Version**
  - **http://www.acq.osd.mil/dp/dars/dfars.html**
- **Why and When a DD350/DD1057 is needed**
  - **DFARS 204.6**
- **Every Field and Every Field Value Described**
  - **DFARS 253.204-70 for DD350**
  - **DFARS 253.204.71 for DD1057**

GSA Federal Schedule

- **GSA Federal Schedule (FS)**
  - **http://www.fss.gsa.gov**
- **Buying from GSA**
  - **http://www.gsaadvantage.gov**
- **Check FS Contract Number(Schedule E-Library)**
  - **http://www.gsaelibrary.gsa.gov/elib/eLibrary.jsp**

GSA Federal Schedule

GSA - GSA Federal Supply Service - Microsoft Internet Explorer provided by USA RDAISA
File Edit View Favorites Tools Help
Back Search Favorites History
Address http://www.gsa.gov/Portal/content/orgs_content.jsp?contentType=1005&contentOID=22892
Go Links
GSA
U. S. General Services Administration
Username Password Go | Register for MyGSA
Search Go FAQ | Help
Home
Buying Through GSA
Selling to the Government
About GSA
Contacts
Events
Outreach Europe 2002
FSS News and Events
Premier Events
GSA EXPO 2003
Offerings
GSA Schedules
Getting on Schedule
Federal Supply Service Publications
GSA Customer Supply Center (CSC)
Environmental Programs
Surplus Personal Property Sales
Airline CityPairs
Travel and Transportation Services
Travel Management Centers Trak Information
U-MAS Virtual Campus
GSA Federal Supply Service
1941 Jefferson Davis Hwy
Arlington, VA 22202
(703) 605-5400
Donna D. Bennett, Commissioner
Lester D. Gray, Jr., Deputy Commissioner
National Customer Service Center
Kansas City, MO
(800) 488-3111
Amanda G. Fredriksen, Chief of Staff
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Welcome to the General Services Administration (GSA), Federal Supply Service (FSS)!
Please note that the FSS has recently migrated information from the FSS Homepage to this GSA Portal. We recommend that visitors who book marked the FSS page update their
Related Organizations
U.S. General Services Administration
Related Links
FSS Contacts
Vendor Support Center
GSA Advantage!
GSA Auctions
GSA Xcess!
EIRO (E-Connected Intelligent Remote Operations)
Schedules E-Library
Schedule Sales Query (SSQ)
Internet
Start
R1 - S...
Inbox ...
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GSA -...
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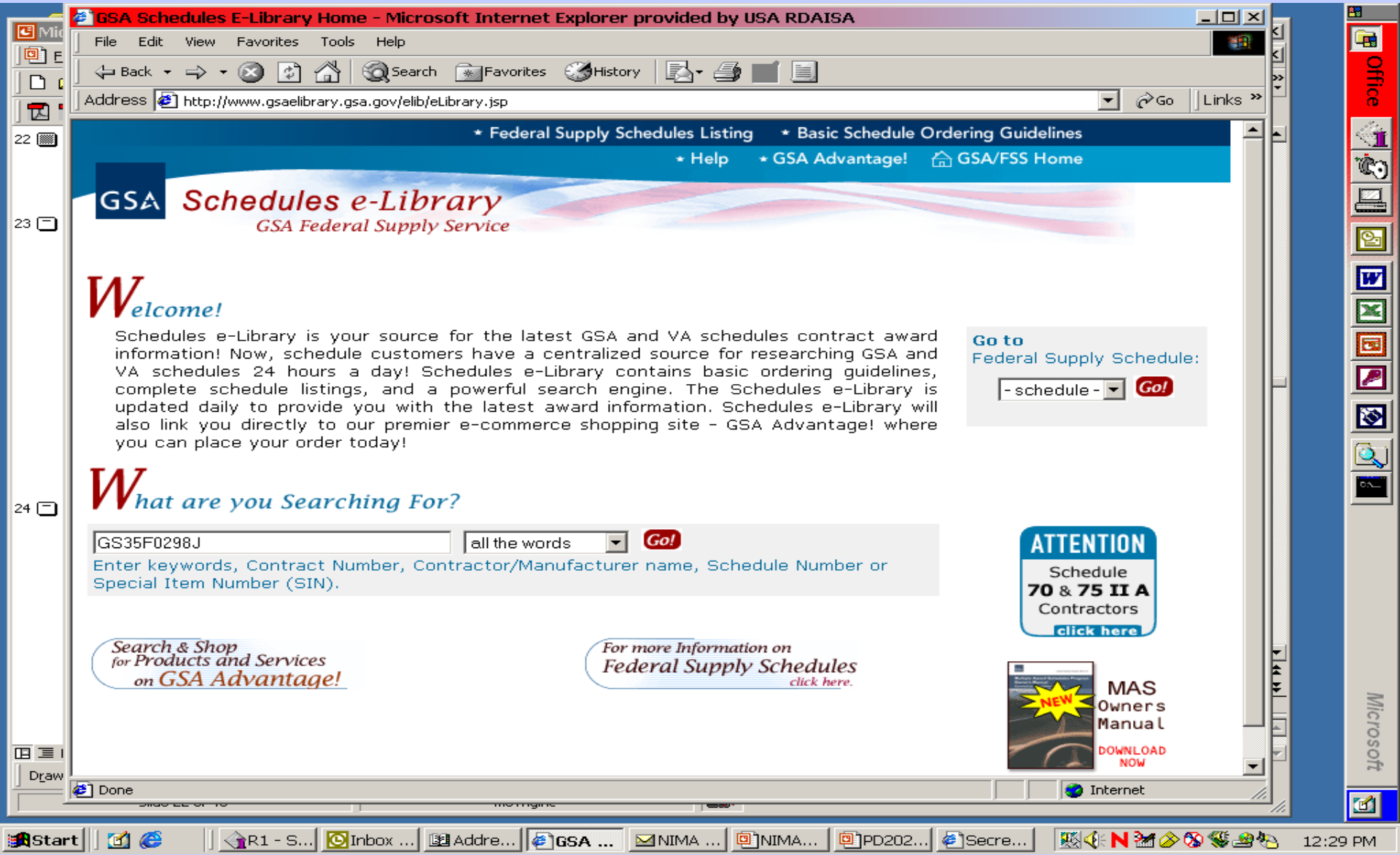
GSA Federal Schedule


GSA Schedules E-Library Home - Microsoft Internet Explorer provided by USA RDAISA
File Edit View Favorites Tools Help
Back Search Favorites History
Address http://www.gsaelibrary.gsa.gov/elib/eLibrary.jsp
Go Links
Federal Supply Schedules Listing
Basic Schedule Ordering Guidelines
Help
GSA Advantage!
GSA/FSS Home
GSA
Schedules e-Library
GSA Federal Supply Service
Welcome!
Schedules e-Library is your source for the latest GSA and VA schedules contract award information! Now, schedule customers have a centralized source for researching GSA and VA schedules 24 hours a day! Schedules e-Library contains basic ordering guidelines, complete schedule listings, and a powerful search engine. The Schedules e-Library is updated daily to provide you with the latest award information. Schedules e-Library will also link you directly to our premier e-commerce shopping site - GSA Advantage! where you can place your order today!
Go to
Federal Supply Schedule:
- schedule -
Go!
What are you Searching For?
GS35F0298J
all the words
Go!
Enter keywords, Contract Number, Contractor/Manufacturer name, Schedule Number or Special Item Number (SIN).
ATTENTION
Schedule
70 & 75 II A
Contractors
click here
Search & Shop
for Products and Services
on GSA Advantage!
For more Information on
Federal Supply Schedules
click here.
NEW
MAS
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DOWNLOAD
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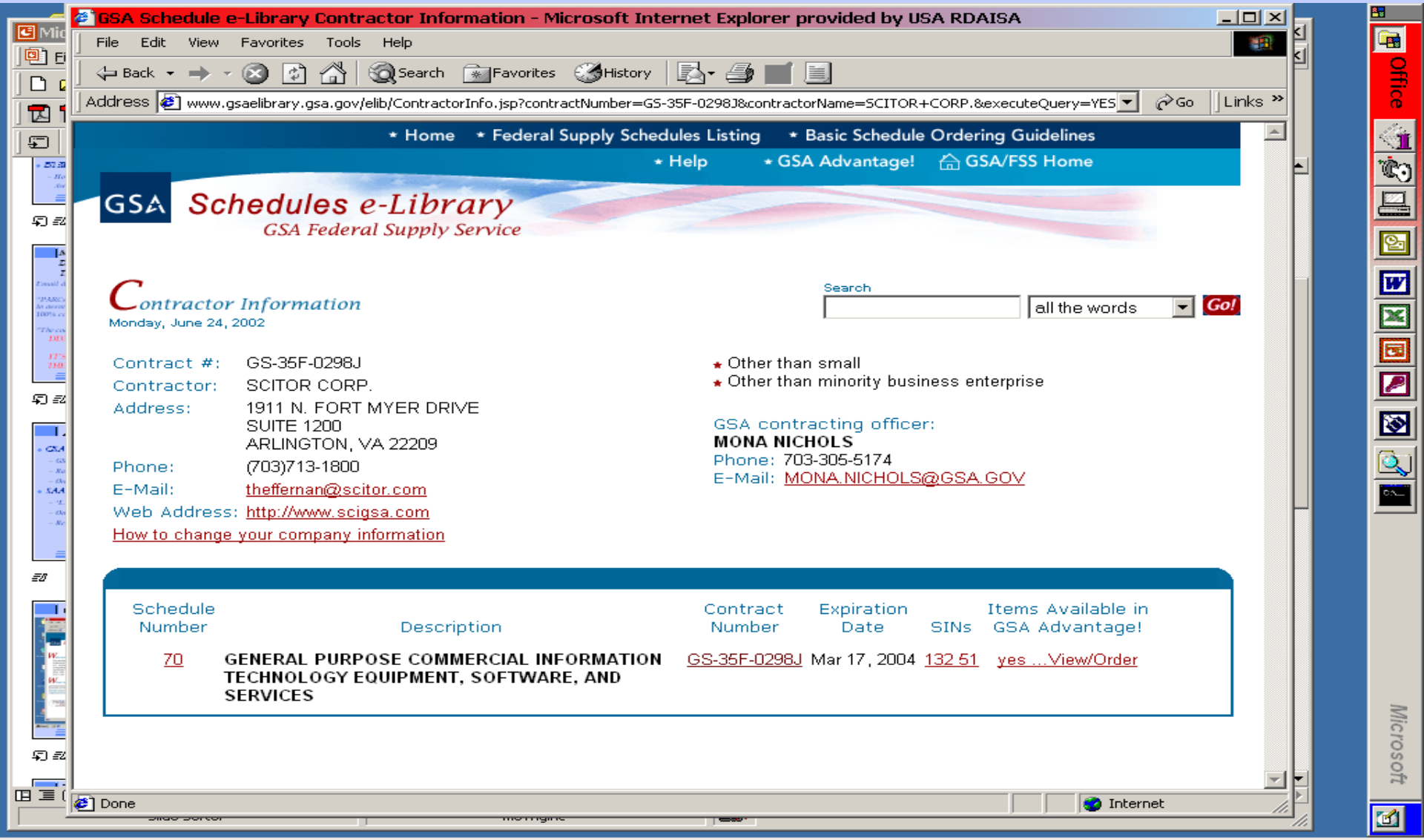
GSA Federal Schedule



DUNS

- **CCR Validation REQUIRED**
  - **http://www.ccr.gov**

- **SAALT-PA Computer**
  - **TELNET Access**
    - **TELNET prmis.saalt.army.mil**
    - **type HELLO xxxx,LOOKUP.CODES**
      (xxxx=Office code) OR
  - **WEB Access**
    - **http://prmis.saalt.army.mil**

- **DoD Web Page**
  - **http://web1.whs.osd.mil/peidhome/guide/procoper.htm**
  - **Userid is dunsfile; Password is myprop**

FIPS 55 (City and State Codes)

- **FIPS Codes by Number**
  - **http://www.itl.nist.gov/fipspubs/**
- **City and State Codes**
  - **http://geonames.usgs.gov/fips55.html**
  - **Class Codes with X or Z are not valid on DD350**
- **Country Codes**
  - **http://164.214.2.59/gns/html/fips/fip10-4.html**
  - **Only Places not listed in FIPS 55-DC3 use FIPS 10-3**
  - **ONLY the two letter codes are valid on DD350**

NAICS, FSC, SYSTEM Codes

- **NAICS Search Capability**
  - **http://www.naics.com**

- **FSC & SYSTEM Codes**
  - **http://prmis.saalt.army.mil**

FIELD INTERRELATIONSHIPS

- **DD350 Fields without Accuracy Edits:**
  - **Bundled Contract & the Bundled Contract Exception**
  - **Performance Based Service Contract**
  - **Place of Performance (City & State Codes)**
  - **Foreign Military Sale**
  - **Multiyear Contract (NOT annual options to exercise)**
  - **FSC, NAICS, Weapon System Code**
  - **Contain EPA Designated Products**
  - **Include Recovered Material Clauses**

FIELD INTERRELATIONSHIPS

- **DD350 Fields without Accuracy Edits:**
  - Multiple Award Fair Opportunity
  - IDC Use & Closing Date
  - Commercial Item
  - IT Product/Service
  - Clinger-Cohen Act Compliance
  - Size of Business
  - Set-Asides
  - Women-Owned

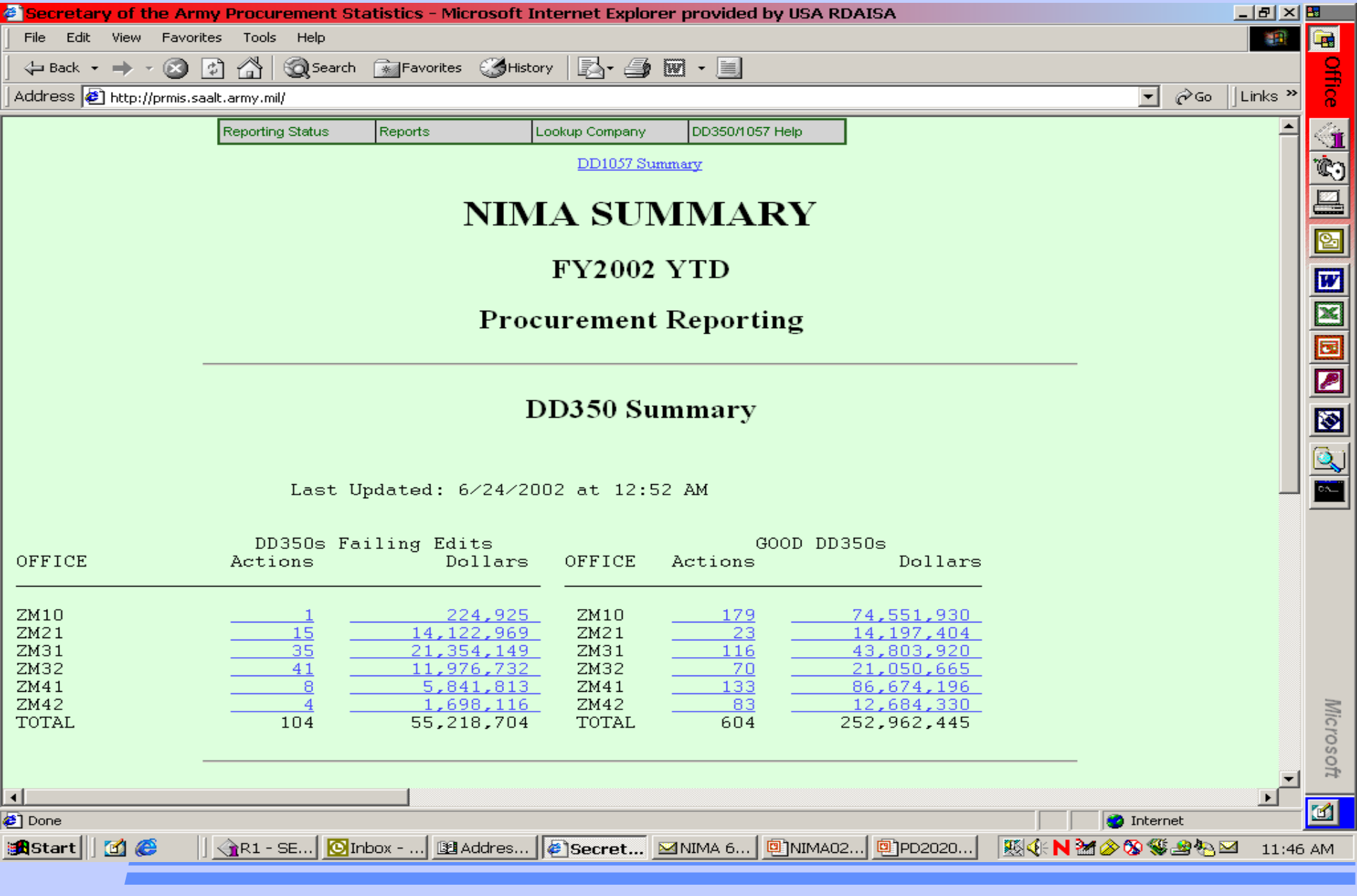
TIMELY REPORTING

- ***KO Obligates Money from 1st thru Month End***
- ***Reports are Recorded in Computer System Within 1 Day of Award***
- ***Reports are Complete and Accurate***
  - ***Information Reflects Procurement Process***
  - ***Information IS NOT "Adjusted" to Fit the Edits***
- ***All Reports Created for the Month arrive at SAAL-PA by COB 1st Day of the Next Month***
  - ***Send DD350 Data Bi-weekly, Weekly, or Daily***
  - ***Send DD1057 by the 1st Calendar Day***

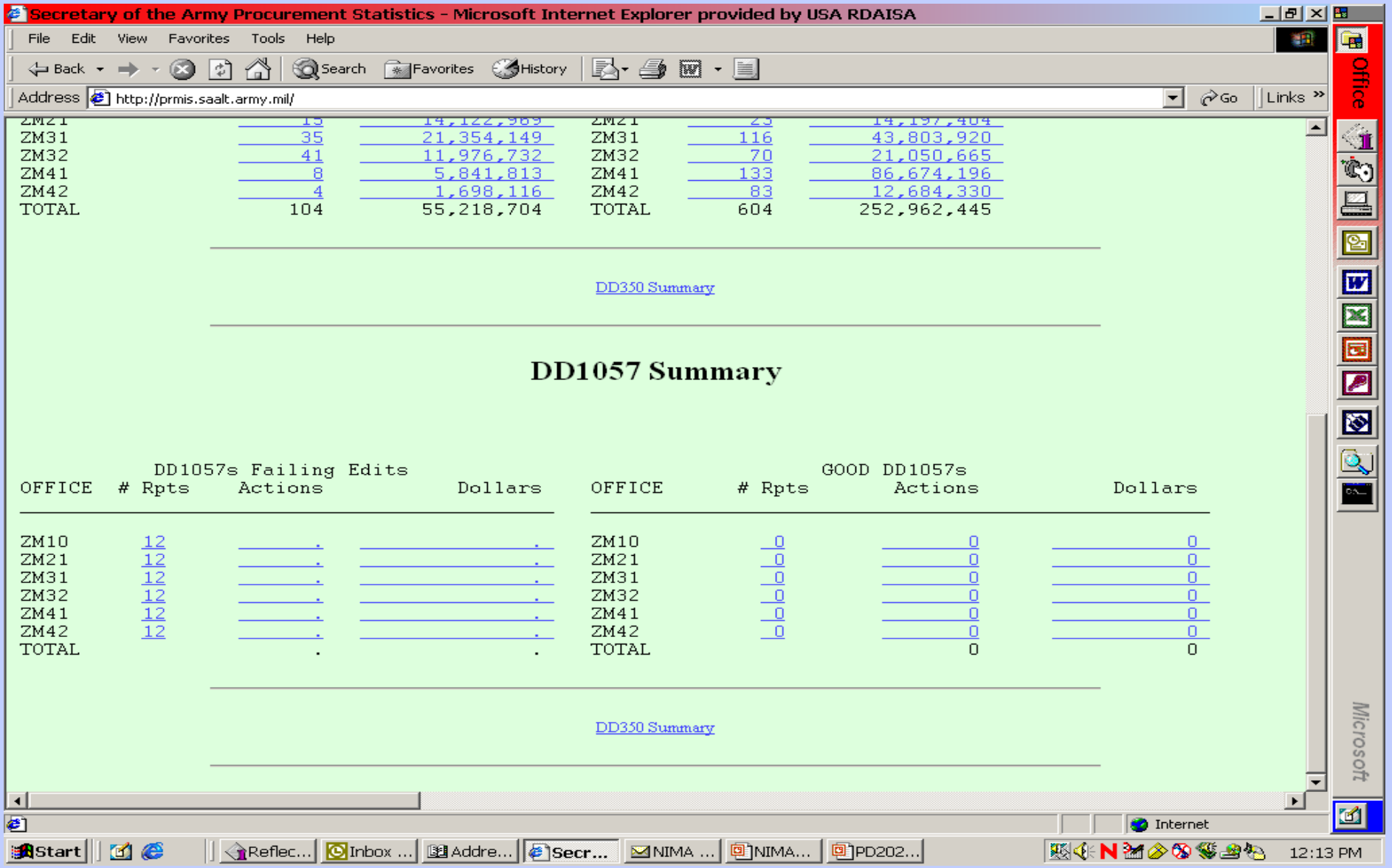
TIMELY REPORTING

- **Send Data and Check Web Page after 48 hours**
  - **http://prmis.saalt.army.mil/**
  - **Underlined Numbers are Links to More Detailed Info**
- **Army DD350/DD1057 Status**
  - **Don't Assume the Data Sent Was Accepted When There Are No Edit Errors - Transmission Can Fail**
  - **Check GOOD 350/1057 Web Page for Acceptance**
  - **Check Failing 350/1057 Web Page for Error Messages**
  - **Check for 350s not Received at HQDA**
    - **What is Missing From the GOOD 350 and the Failing Edits Web Pages?**
  - **Error Messages Are Shown for DD1057 and DD350s**

CHECK WEB PAGES



CHECK WEB PAGES



ZM21	15	14,122,969	ZM21	23	14,197,404
ZM31	35	21,354,149	ZM31	116	43,803,920
ZM32	41	11,976,732	ZM32	70	21,050,665
ZM41	8	5,841,813	ZM41	133	86,674,196
ZM42	4	1,698,116	ZM42	83	12,684,330
TOTAL	104	55,218,704	TOTAL	604	252,962,445

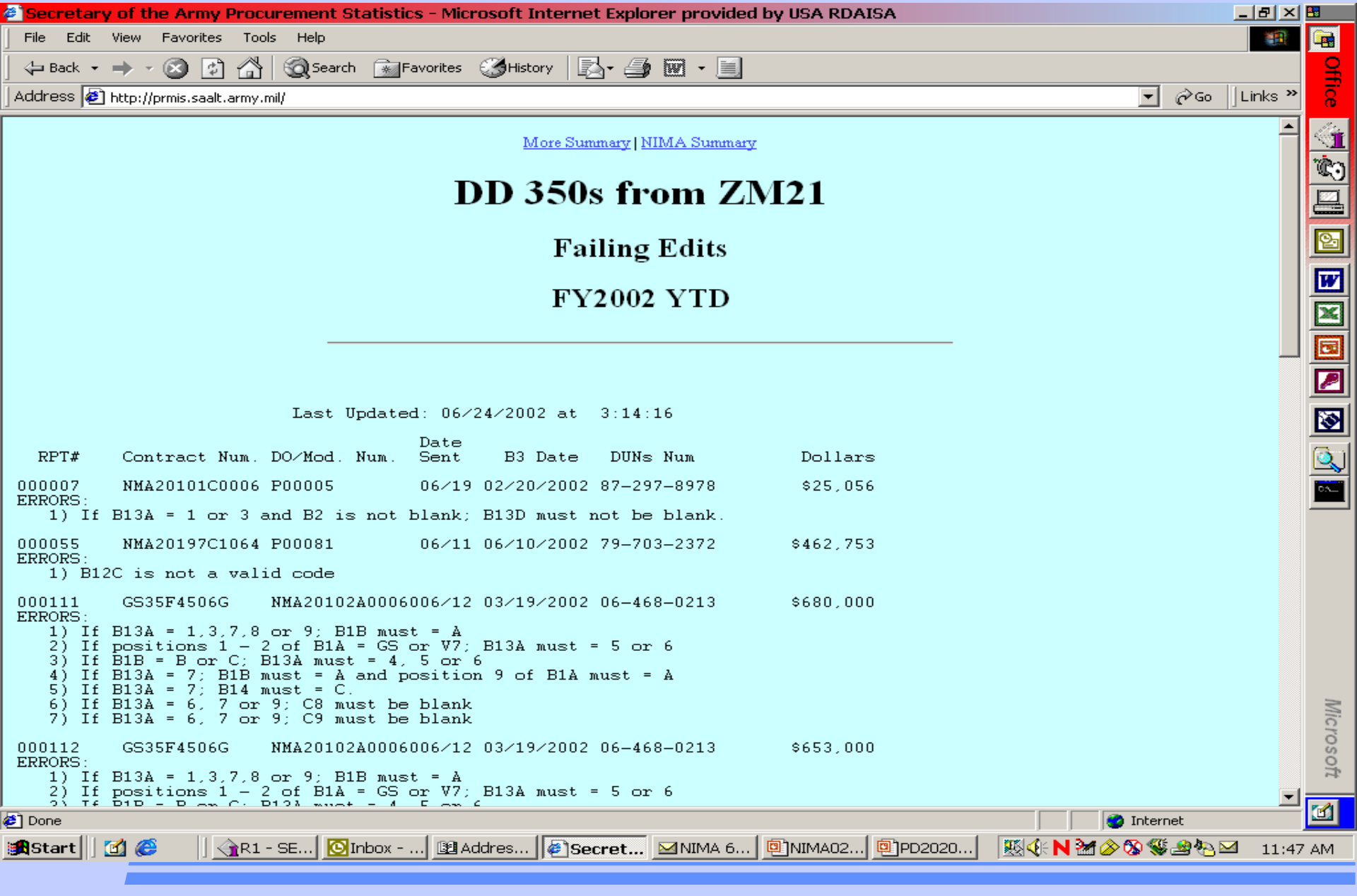
DD350 Summary

DD1057 Summary

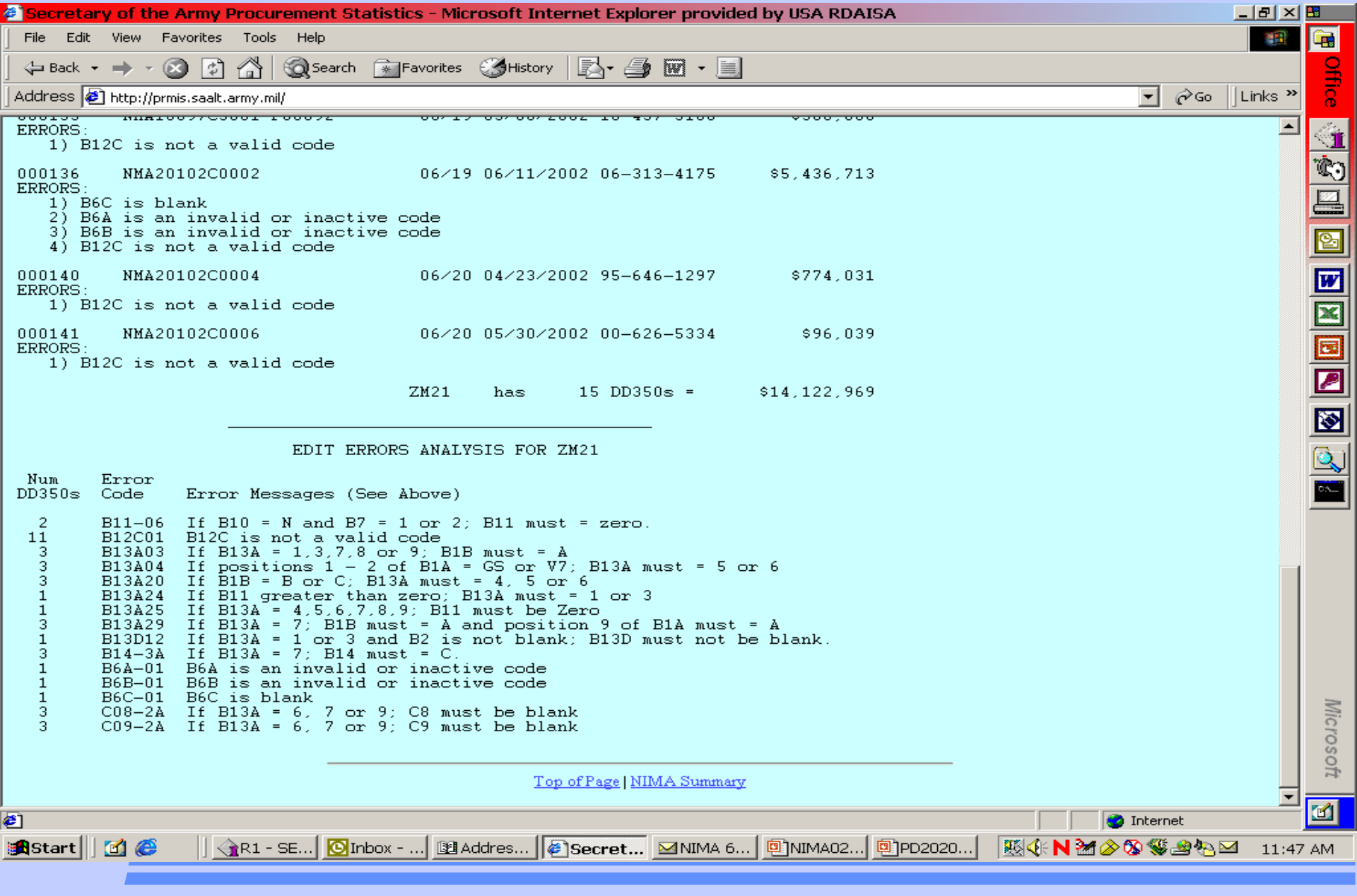
	DD1057s Failing Edits				GOOD DD1057s		
OFFICE	# Rpts	Actions	Dollars	OFFICE	# Rpts	Actions	Dollars
ZM10	12	.	.	ZM10	0	0	0
ZM21	12	.	.	ZM21	0	0	0
ZM31	12	.	.	ZM31	0	0	0
ZM32	12	.	.	ZM32	0	0	0
ZM41	12	.	.	ZM41	0	0	0
ZM42	12	.	.	ZM42	0	0	0
TOTAL		.	.	TOTAL		0	0

DD350 Summary

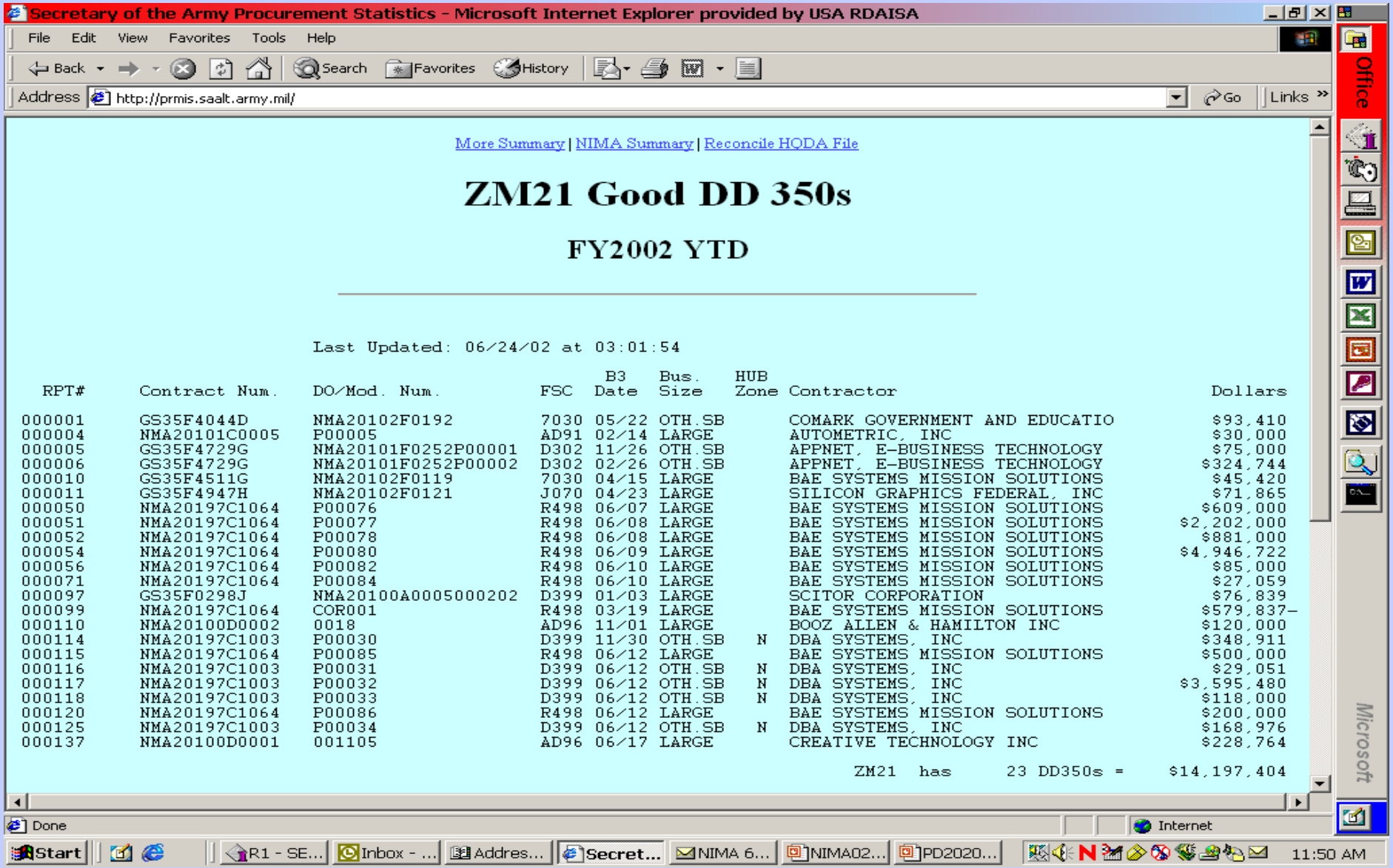
CHECK WEB PAGES


Secretary of the Army Procurement Statistics - Microsoft Internet Explorer provided by USA RDAISA
File Edit View Favorites Tools Help
Back Search Favorites History
Address http://prmis.saalt.army.mil/
Go Links
More Summary | NIMA Summary
DD 350s from ZM21
Failing Edits
FY2002 YTD
Last Updated: 06/24/2002 at 3:14:16
RPT# Contract Num. DO/Mod. Num. Date Sent B3 Date DUNs Num Dollars
000007 NMA20101C0006 P00005 06/19 02/20/2002 87-297-8978 $25,056
ERRORS:
1) If B13A = 1 or 3 and B2 is not blank; B13D must not be blank.
000055 NMA20197C1064 P00081 06/11 06/10/2002 79-703-2372 $462,753
ERRORS:
1) B12C is not a valid code
000111 GS35F4506G NMA20102A0006006/12 03/19/2002 06-468-0213 $680,000
ERRORS:
1) If B13A = 1,3,7,8 or 9; B1B must = A
2) If positions 1 - 2 of B1A = GS or V7; B13A must = 5 or 6
3) If B1B = B or C; B13A must = 4, 5 or 6
4) If B13A = 7; B1B must = A and position 9 of B1A must = A
5) If B13A = 7; B14 must = C.
6) If B13A = 6, 7 or 9; C8 must be blank
7) If B13A = 6, 7 or 9; C9 must be blank
000112 GS35F4506G NMA20102A0006006/12 03/19/2002 06-468-0213 $653,000
ERRORS:
1) If B13A = 1,3,7,8 or 9; B1B must = A
2) If positions 1 - 2 of B1A = GS or V7; B13A must = 5 or 6
Done
Internet
Start
R1 - SE...
Inbox - ...
Addres...
Secret...
NIMA 6...
NIMA02...
PD2020...
11:47 AM

CHECK WEB PAGES


Secretary of the Army Procurement Statistics - Microsoft Internet Explorer provided by USA RDAISA
File Edit View Favorites Tools Help
Back Search Favorites History
Address http://prmis.saalt.army.mil/
Go Links
ERRORS:
1) B12C is not a valid code
000136 NMA20102C0002 06/19 06/11/2002 06-313-4175 $5,436,713
ERRORS:
1) B6C is blank
2) B6A is an invalid or inactive code
3) B6B is an invalid or inactive code
4) B12C is not a valid code
000140 NMA20102C0004 06/20 04/23/2002 95-646-1297 $774,031
ERRORS:
1) B12C is not a valid code
000141 NMA20102C0006 06/20 05/30/2002 00-626-5334 $96,039
ERRORS:
1) B12C is not a valid code
ZM21 has 15 DD350s = $14,122,969
EDIT ERRORS ANALYSIS FOR ZM21
Num DD350s
Error Code
Error Messages (See Above)
2 B11-06 If B10 = N and B7 = 1 or 2; B11 must = zero.
11 B12C01 B12C is not a valid code
3 B13A03 If B13A = 1,3,7,8 or 9; B1B must = A
3 B13A04 If positions 1 - 2 of B1A = GS or V7; B13A must = 5 or 6
3 B13A20 If B1B = B or C; B13A must = 4, 5 or 6
1 B13A24 If B11 greater than zero; B13A must = 1 or 3
1 B13A25 If B13A = 4,5,6,7,8,9; B11 must be Zero
3 B13A29 If B13A = 7; B1B must = A and position 9 of B1A must = A
1 B13D12 If B13A = 1 or 3 and B2 is not blank; B13D must not be blank.
3 B14-3A If B13A = 7; B14 must = C.
1 B6A-01 B6A is an invalid or inactive code
1 B6B-01 B6B is an invalid or inactive code
1 B6C-01 B6C is blank
3 C08-2A If B13A = 6, 7 or 9; C8 must be blank
3 C09-2A If B13A = 6, 7 or 9; C9 must be blank
Top of Page | NIMA Summary
Internet
Start
R1 - SE...
Inbox - ...
Addres...
Secret...
NIMA 6...
NIMA02...
PD2020...
11:47 AM

CHECK WEB PAGES



More Summary | NIMA Summary | Reconcile HQDA File

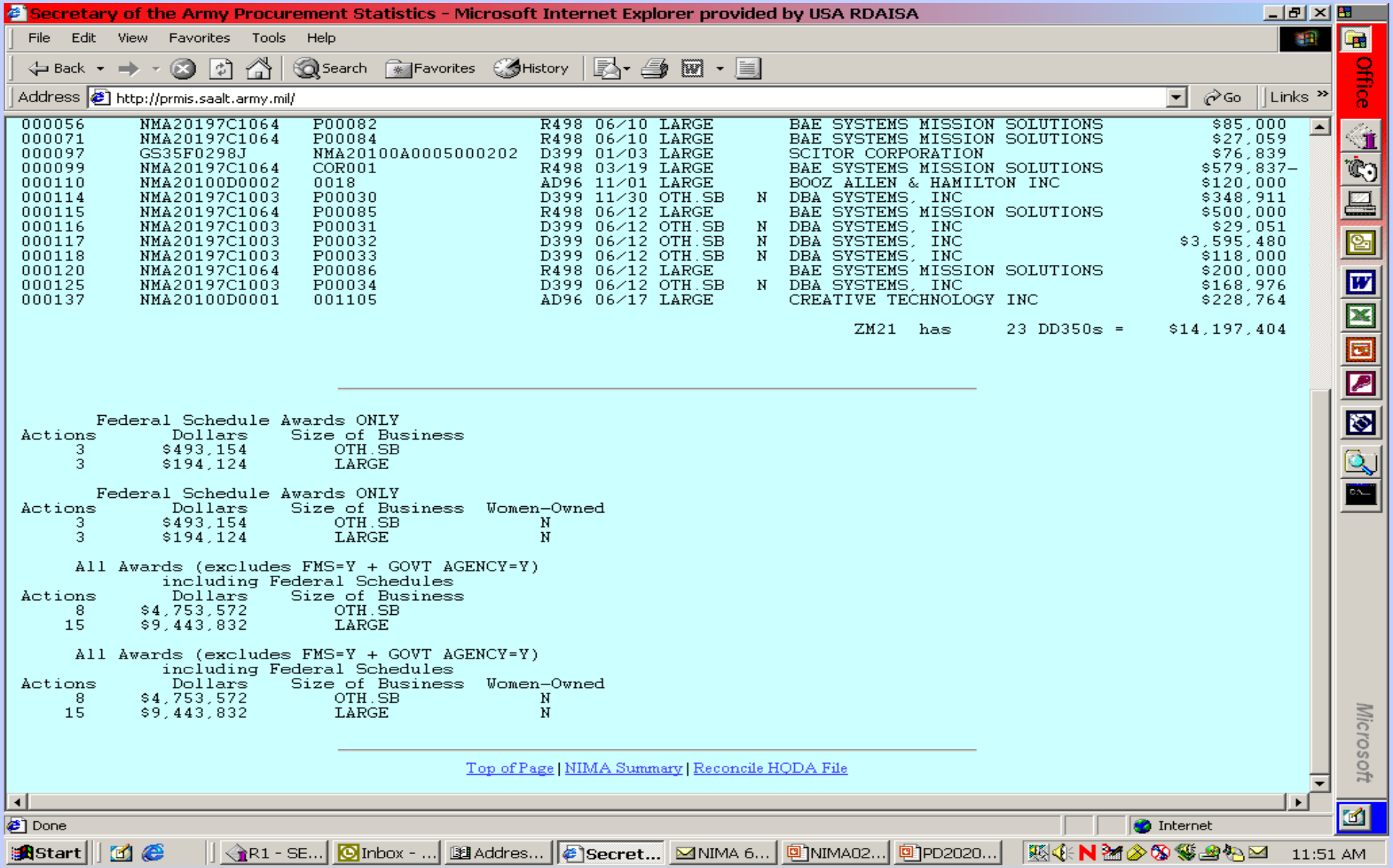
ZM21 Good DD 350s

FY2002 YTD

Last Updated: 06/24/02 at 03:01:54

RPT#	Contract Num.	DO/Mod. Num.	FSC	B3 Date	Bus. Size	HUB Zone	Contractor	Dollars
000001	GS35F4044D	NMA20102F0192	7030	05/22	OTH SB		COMARK GOVERNMENT AND EDUCATIO	$93,410
000004	NMA20101C0005	P00005	AD91	02/14	LARGE		AUTOMETRIC, INC	$30,000
000005	GS35F4729G	NMA20101F0252P00001	D302	11/26	OTH SB		APPNET, E-BUSINESS TECHNOLOGY	$75,000
000006	GS35F4729G	NMA20101F0252P00002	D302	02/26	OTH SB		APPNET, E-BUSINESS TECHNOLOGY	$324,744
000010	GS35F4511G	NMA20102F0119	7030	04/15	LARGE		BAE SYSTEMS MISSION SOLUTIONS	$45,420
000011	GS35F4947H	NMA20102F0121	J070	04/23	LARGE		SILICON GRAPHICS FEDERAL, INC	$71,865
000050	NMA20197C1064	P00076	R498	06/07	LARGE		BAE SYSTEMS MISSION SOLUTIONS	$609,000
000051	NMA20197C1064	P00077	R498	06/08	LARGE		BAE SYSTEMS MISSION SOLUTIONS	$2,202,000
000052	NMA20197C1064	P00078	R498	06/08	LARGE		BAE SYSTEMS MISSION SOLUTIONS	$881,000
000054	NMA20197C1064	P00080	R498	06/09	LARGE		BAE SYSTEMS MISSION SOLUTIONS	$4,946,722
000056	NMA20197C1064	P00082	R498	06/10	LARGE		BAE SYSTEMS MISSION SOLUTIONS	$85,000
000071	NMA20197C1064	P00084	R498	06/10	LARGE		BAE SYSTEMS MISSION SOLUTIONS	$27,059
000097	GS35F0298J	NMA20100A0005000202	D399	01/03	LARGE		SCITOR CORPORATION	$76,839
000099	NMA20197C1064	COR001	R498	03/19	LARGE		BAE SYSTEMS MISSION SOLUTIONS	$579,837-
000110	NMA20100D0002	0018	AD96	11/01	LARGE		BOOZ ALLEN & HAMILTON INC	$120,000
000114	NMA20197C1003	P00030	D399	11/30	OTH SB	N	DBA SYSTEMS, INC	$348,911
000115	NMA20197C1064	P00085	R498	06/12	LARGE		BAE SYSTEMS MISSION SOLUTIONS	$500,000
000116	NMA20197C1003	P00031	D399	06/12	OTH SB	N	DBA SYSTEMS, INC	$29,051
000117	NMA20197C1003	P00032	D399	06/12	OTH SB	N	DBA SYSTEMS, INC	$3,595,480
000118	NMA20197C1003	P00033	D399	06/12	OTH SB	N	DBA SYSTEMS, INC	$118,000
000120	NMA20197C1064	P00086	R498	06/12	LARGE		BAE SYSTEMS MISSION SOLUTIONS	$200,000
000125	NMA20197C1003	P00034	D399	06/12	OTH SB	N	DBA SYSTEMS, INC	$168,976
000137	NMA20100D0001	001105	AD96	06/17	LARGE		CREATIVE TECHNOLOGY INC	$228,764
							ZM21 has 23 DD350s =	$14,197,404

CHECK WEB PAGES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File Edit View Favorites Tools Help
Back Search Favorites History
Address http://prmis.saalt.army.mil/
Go Links
000056 NMA20197C1064 P00082 R498 06/10 LARGE BAE SYSTEMS MISSION SOLUTIONS $85,000
000071 NMA20197C1064 P00084 R498 06/10 LARGE BAE SYSTEMS MISSION SOLUTIONS $27,059
000097 GS35F0298J NMA20100A0005000202 D399 01/03 LARGE SCITOR CORPORATION $76,839
000099 NMA20197C1064 COR001 R498 03/19 LARGE BAE SYSTEMS MISSION SOLUTIONS $579,837-
000110 NMA20100D0002 0018 AD96 11/01 LARGE BOOZ ALLEN & HAMILTON INC $120,000
000114 NMA20197C1003 P00030 D399 11/30 OTH.SB N DBA SYSTEMS, INC $348,911
000115 NMA20197C1064 P00085 R498 06/12 LARGE BAE SYSTEMS MISSION SOLUTIONS $500,000
000116 NMA20197C1003 P00031 D399 06/12 OTH.SB N DBA SYSTEMS, INC $29,051
000117 NMA20197C1003 P00032 D399 06/12 OTH.SB N DBA SYSTEMS, INC $3,595,480
000118 NMA20197C1003 P00033 D399 06/12 OTH.SB N DBA SYSTEMS, INC $118,000
000120 NMA20197C1064 P00086 R498 06/12 LARGE BAE SYSTEMS MISSION SOLUTIONS $200,000
000125 NMA20197C1003 P00034 D399 06/12 OTH.SB N DBA SYSTEMS, INC $168,976
000137 NMA20100D0001 001105 AD96 06/17 LARGE CREATIVE TECHNOLOGY INC $228,764
ZM21 has 23 DD350s = $14,197,404
Federal Schedule Awards ONLY
Actions Dollars Size of Business
3 $493,154 OTH.SB
3 $194,124 LARGE
Federal Schedule Awards ONLY
Actions Dollars Size of Business Women-Owned
3 $493,154 OTH.SB N
3 $194,124 LARGE N
All Awards (excludes FMS=Y + GOVT AGENCY=Y)
including Federal Schedules
Actions Dollars Size of Business
8 $4,753,572 OTH.SB
15 $9,443,832 LARGE
All Awards (excludes FMS=Y + GOVT AGENCY=Y)
including Federal Schedules
Actions Dollars Size of Business Women-Owned
8 $4,753,572 OTH.SB N
15 $9,443,832 LARGE N
Top of Page | NIMA Summary | Reconcile HQDA File
Done
Internet
Start
R1 - SE...
Inbox - ...
Addres...
Secret...
NIMA 6...
NIMA02...
PD2020...
11:51 AM
Office
Microsoft

SUMMARY

- *Accuracy Starts with YOU!*
- *Fields without relationship edits ARE CRITICAL*
  - *Certified Cost Data; Multiyear; Perf-Based Serv Cont.*
- *Don't Change DD350 Just to Pass the Edits*
- *Recognize the Interrelationship Between Fields*
- *Use the Resources Available*
  - *CCR, NIST(FIPS), GSA FSS E-Library, Web Pages Provided by OSD and ARMY*
- *Analysis of the Data Does Occur*
- *Analysis Can't be Good without Accurate Data*

SUMMARY (continued)

- **Conduct DD350 Training Classes ANNUALLY**
  - **Familiarize People with New Requirements**
  - **DFARS is Published Prior to October 1.**
  - **SAAL-PA Can Assist with Training Classes**
- **Timely Reporting is Close Second Issue**
  - **MONTHLY Reconcile Local Numbers to HQDA stats**
    - **Send data to HQDA (350s weekly; 1057 by the 1st)**
    - **After 48 hours Check sent-data Status on HQDA Webpage**
    - **Local Stats MUST = HQDA Accept + Failed Edits Reports**
    - **Correct Failed Edits ASAP**
- **DD350/1057 Are Used Monthly by DoD & ARMY**

APPENDIX - Prior Year's DD350 Changes

FY 2001 Changes / NEW Fields in DD350 Reporting

- A3A FIPS 95 code
  - (2100 - Army, 96CE - USACE, 9700 Defense Agency)
- A3B is Office Code (formerly A3, still 4 positions)
- B1C - Bundled Contract
  - FAR 2.101 and the contract value exceeds $5,000,000
- B1D - Performance Based (PB) Service Contract
  - Contract value exceeds $100,000 and at least 80% of the contract value is for PB work (FAR 37.6)

FY 2001 Changes / NEW Fields in DD350 Reporting

- B12D NAICS code
  - http://www.census.gov/epcd/www/naicstab.htm
  - http://www.sba.gov/size/NAICS-cover-page.htm
  - www.naics.com - commercial website
- D1B - Women Owned Business (formerly D6)
- D1C - HUBZone Representation (formerly D1B)
- D1D - Ethnic Group (formerly D5)
- D1E - Veteran-Owned Small Business

FY 2001 Changes / NEW Fields in DD350 Reporting

- D4A - Type of Setaside (formerly D4A- D4D)
- D4B - Type of Preference (formerly (D4B, D4D)
- D4C - Premium Percent (formerly D4E)
- E3 Non-DOD Agency
  - a purchase on behalf of a non-DOD agency
  - separate DD350 for DOD and non-DOD parts of buy
- E4 Non-DOD Office Code
- E8 Number of Actions

FY 2000 Changes / NEW Fields in DD350 Reporting

- ALL Very Small Business Pilot Program Actions
  - Regardless of Dollar Value Are Reported on DD350
- ALL SB Competitiveness Program Actions(DIGS)
  - Regardless of Dollar Value Are Reported on DD350
- Report Number (A2) is six digits (000001)
  - 7000-7999 Numbers for Under $25k DD350 are Gone
- GSA Schedules (B1A) are Included in SB Goals
  - Contract Number Accuracy is Paramount
  - HQDA Matches to GSA Schedule File

FY 2000 Changes / NEW Fields in DD350 Reporting

- B5F TIN is Required until CCR Link is Improved
- Contract Type - M=Fixed Price Award Fee
- Hubzone Representation (D1B)
- Type SB Setaside(D4A) - F=Very SB Setaside
- Hubzone Preference (D4D)
- E1 Contingency Action used to be E4.
- E2 Cost Accounting Standards Clause (FAR 30)